

Number: 1.0014

Subject: Lateral Entry

Scope: All Personnel

Approved By: K. Bauer, Fire Chief

Intent

To provide a process for encouraging applications from persons with previous, relevant fire service experience.

Condition

Periodically, the Fire District may find it advantageous to recruit personnel with previous related experience. The following process shall constitute the District's Lateral Entry Program.

Process

At its sole discretion, the Fire District may invite persons with relevant, previous experience to apply for lateral entry.

At its sole discretion, the Fire District will determine whether an applicant meets minimum requirements for employment under the lateral entry program. Minimum requirements to qualify for the District's Lateral Program shall include:

- Possession of a valid Colorado State Driver's License
 - If out of state, must have the ability to obtain Colorado Driver's License within 30-days of employment.
- Possession of a current Colorado Firefighter I and Hazardous Materials Operations Certifications, or if out of state preferred certifications are International Fire Service Accreditation Congress (IFSAC), or Pro-Board Accredited Firefighter I and Hazmat Operations Certifications. Non accredited certifications may be accepted.
- Provide previous two-years of training records.
 - Candidates submitting IFSAC and/or Pro-Board accredited certifications must have tested for these certifications under the current, or immediate past two editions of the applicable National Fire Protection Association (NFPA) Standards.
 - Candidates submitting IFSAC and/or Pro-Board accredited certifications for which they did not test under the current or immediate past two editions of the applicable National Fire

EAGLE RIVER FIRE PROTECTION DISTRICT

Protection (NFPA) Standards or candidates submitting non IFSAC or Pro-Board accredited certifications must submit:

- Copies of current certifications
 - Applicable Certifying Entity Contact information
 - 5-years of applicable training records showing maintenance and advancement of firefighting related knowledge and skills.
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- Current Emergency Medical Technician (EMT)-Basic Certification (State of Colorado or National Registry).
 - Current Cardiopulmonary Resuscitation (CPR) certification (must meet Healthcare Provider or Professional Rescuer qualification).
 - Current Candidate Physical Ability Test (CPAT).
 - Two-years, uninterrupted, full-time experience within six months of hire as a career firefighter in a public-sector (municipal-style) fire department or fire district.

Exception: on a case-by-case basis, the District will consider service as a military or industrial firefighter for lateral entry. At a minimum, service as a military or industrial firefighter must be analogous to two-years, uninterrupted, full-time experience within six months of hire as a career firefighter in a public-sector (municipal-style) fire department or fire district. At its sole discretion, the District will determine if an applicant's service as a military or industrial firefighter qualifies them for lateral entry under this policy. The candidate's prior service must include:

- Full-time firefighting and emergency response as their primary job
- If the individual worked for an industrial fire department, that department must have regularly provided mutual aid to a municipal fire department or fire district

Candidates offered employment under this policy shall complete all other assessments currently required by the District for non-lateral entry candidates (e.g., polygraph).

Persons qualifying for lateral entry shall, if hired, start employment at the rate of salary and benefits accrual (e.g., vacation time) commensurate with the number of years of previous service, up to a maximum of five years. Additionally, upon the first day of employment, the District will credit sick-leave accrual according the following formula:

Eagle River Fire Protection District Statement of Policy – Lateral Entry

Shift Employees

2 Years of Qualifying Previous Service:	180 Hours
More Than 2, But Less Than 3 Years of Qualifying Previous Service:	360 Hours
More Than 3, But Less Than 4 Years of Qualifying Previous Service:	540 Hours
More Than 4, But Less Than 5 Years of Qualifying Previous Service:	720 Hours
5 or More Years of Qualifying Previous Service:	900 Hours

Administrative Employees

2 Years of Qualifying Previous Service:	120 Hours
More Than 2, But Less Than 3 Years of Qualifying Previous Service:	240 Hours
More Than 3, But Less Than 4 Years of Qualifying Previous Service:	360 Hours
More Than 4, But Less Than 5 Years of Qualifying Previous Service:	480 Hours
5 or More Years of Qualifying Previous Service:	600 Hours

Note: Sick-Leave constitutes the only benefit accrual for which the District will give credit based on previous years of qualifying service.

The District shall clearly state if an applicant is being considered for employment under the Lateral Entry Program.